

**DEPARTMENT OF THE ARMY**  
**Vacancy Announcement Number: GEC040044**

**Opening Date:** September 20, 2004

**Closing Date:** September 24, 2004

**Position:** Architect, GS-0808-12/FPL: 12

**Salary:** \$60,638 - \$78,826 Annual

**Place of Work:** U.S. Army Engineer District, Baltimore, Engineering Division, Design Branch, Architecture Section

**Duty Station:** Baltimore, MD

**Position Status:** Temporary Position Not to Exceed 13 months -- Part Time

**Number of Vacancies:** 1

**Duties:** Prepares and/or reviews complete architectural plans and specifications for new construction, renovation, or rehabilitation of a variety of military and civil works projects. Assignments include: (a) new construction of such structures as the multistory office buildings, medical facilities, maintenance shops, manufacturing facilities, and training facilities and renovation/new construction of historic structures at Ft. Myer, Ft. McNair and Ft. Belvoir; (b) encompass building or project sites within a multi-state region with diverse climatic, geographic, and environmental conditions; and (c) involve a combination of many and varied complex features per assignment. Establishes and maintains liaison with architect-engineers, using agencies, design engineers reviewing other portions of a project, and construction engineers involved in an assigned project, and renders advice and opinions on the integration of esthetic features with the design of the whole structure.

**Who May Apply:**

- Interagency Career Transition Assistance Plan (ICTAP) eligibles.

**Qualifications:**

ALL APPLICATIONS MUST BE RECEIVED VIA E-MAIL OR FAX. TO APPLY FOR THIS VACANCY ANNOUNCEMENT VIA E-MAIL, SEND TO TAUNYA.STEWART@CPOCNER.APG.ARMY.MIL. BE SURE TO INCLUDE THE VACANCY NUMBER IN THE SUBJECT LINE. TO APPLY VIA FAX, FORWARD TO 410 306 0159, ATTN: TAUNYA. BE SURE TO INCLUDE THE ANNOUNCEMENT NUMBER ON ALL PAGES OF THE FAX. You may NOT apply for this position using Resumix procedures.

IN ADDITION TO MEETING THE BASIC REQUIREMENT, CANDIDATES MUST MEET THE FOLLOWING SPECIALIZED EXPERIENCE: Ability to perform the duties of the position and that is typically in or related to preparing and/or reviewing architectural plans and specifications for new construction, renovation, or rehabilitation of a variety of military and civil works projects; and skills in using CADD technology. To be creditable, the specialized experience must have been equivalent to the GS-11 in the Federal service.

GS-12 and above: Bachelor's degree directly related to this occupation and 1 year of experience directly related to this occupation equivalent to the next lower grade level.

The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and abilities required for this job.

One year of experience in the same or similar work equivalent to at least the next lower grade or level requiring application of the knowledge, skills, and abilities of the position being filled.

Only degrees from an accredited college or university recognized by the Department of Education are acceptable to meet positive education requirements or to substitute education for experience. For additional information, please go to the Office of Personnel Management (OPM) and U.S. Department of websites at - <http://www.opm.gov/qualifications> and <http://www.ed.gov/admins/finaid/accred/index.html>

**Other Information:**

- This position is a TERM position. It is temporary and may be extended up to a maximum of four years.
- Permanent Change of Station (PCS) expenses are not authorized.

**Other Requirements:**

- Personnel security investigation required.
- You will be required to provide proof of U.S. Citizenship.
- Official college or university transcript must be submitted with your resume.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is Required.

**HOW TO APPLY:**

Please submit the following documents as indicated below by the closing date of the announcement:

1. OF 612, Optional Application for Federal Employment (this form can be found at [www.opm.gov/forms/word/of612.doc](http://www.opm.gov/forms/word/of612.doc)), or a Resume. The resume may be typed or legibly handwritten and must contain, at a minimum: Announcement Number; Name; Address; Social Security Number; Position Title and Grade of the job you are applying for; your paid/unpaid work experience including job title, duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (Month and Year), hours worked per week and grade/salary; education.
2. College Transcripts, with documentation of Superior Academic Achievement, if appropriate.
3. If current or previous Federal Employee, the following is required: SF-50 which indicates career, or career conditional status (if applicable).
4. Applicants claiming 5-point veterans preference while submitting an OF-612 or Resume MUST submit a DD Form 214 (Member 4 copy) to get 5-point tentative preference. Applicants claiming compensable disability or other 10-point veterans preference MUST submit a DD Form 214 (Member 4 copy), AND supporting documentation (i.e., Letter from the Veterans Administration dated within 1 YEAR) along with their OF-612 or resume to receive 10-point preference. The documentation must be submitted with your resume.

## **RESUME:**

If you do not have a resume on file with the Army Centralized Resumix database, you must submit one. It is strongly encouraged that you use the Army Resume Builder. The Army Resume Builder can be accessed by clicking on the link at the end of this vacancy announcement. It can also be found on the Internet at <http://www.cpol.army.mil>, click on Employment, click on Army's Resume Builder. The Army Resume Builder is used to create and store your resume. You do this by selecting Save Resume to Database. In order to receive consideration for vacancies, however, you must submit your resume to the Centralized Resumix database by going to the email page, selecting Central Database and clicking on the Submit button. Your resume will automatically flow into the Centralized Resumix database.

We prefer that you use our resume builder to create and submit your resume electronically. However, if you do not desire to use the Army Resume Builder, you may submit your resume to our Central Resume Processing Center using other means by scrolling to the end of this page and clicking on the Job Application Kit link for instructions. Please follow the instructions in our Job Application Kit to create your resume and assure that all of the required information is provided. The Job Application Kit can also be found on the Internet at <http://cpol.army.mil/employ/jobkit>

NOTE: Unless specifically stated in the vacancy announcement, do not submit documentation supporting your status/eligibility when submitting your resume. However, you may be asked to submit the documentation if you are selected. Resumes must be received by the closing date of this announcement.

**APPLICANT NOTIFICATION SYSTEM WEB-ENABLED RESPONSE (ANSWER):**

To check the status of your resume and self-nominations you may go to <http://www.cpol.army.mil>, click on Employment, and click on ANSWER.

**Point of Contact:**

Taunya L. Stewart, NE Civilian Personnel Operations Center, 410-306-1208

**THE DEPARTMENT OF THE ARMY IS AN EQUAL OPPORTUNITY EMPLOYER.**

Applicants will receive appropriate consideration without regard to non-merit factors such as race, color, religion, sex, national origin, marital status, sexual orientation except where specifically authorized by law, age, politics or disability which do not relate to successful performance of the duties of this position. Otherwise qualified applicants with disabilities who need reasonable accommodation may notify the agency Point of Contact on this announcement of their need.

SELECTION FOR THIS POSITION IS SUBJECT TO RESTRICTIONS RESULTING FROM DEPARTMENT OF DEFENSE REFERRAL SYSTEM FOR DISPLACED EMPLOYEES.